



# STAFF REPORT TO THE BOARD

**DATE OF REPORT** October 18, 2023  
**MEETING TYPE & DATE** Regular Session Board of November 8, 2023  
**FROM:** Strategic Initiatives  
Land Use Services  
**SUBJECT:** Bylaw No. 4485 - Zoning Bylaw for the Electoral Areas  
**FILE:** 3900-30-4485

## **PURPOSE/INTRODUCTION**

The purpose of this report is to bring CVRD Bylaw No. 4485 – Zoning Bylaw for the Electoral Areas back for reconsideration.

## **RECOMMENDED RESOLUTION**

1. That the 3<sup>rd</sup> reading of “CVRD Bylaw No. 4485 – Zoning Bylaw for the Electoral Areas (Development Permit Exemptions and Guidelines), 2023”, be rescinded.
2. That “CVRD Bylaw No. 4485 – Zoning Bylaw for the Electoral Areas (Development Permit Exemptions and Guidelines), 2023”, be revised by substituting Schedule A with the Schedule A document attached to the October 18, 2023, staff report.
3. That “CVRD Bylaw No. 4485 – Zoning Bylaw for the Electoral Areas (Development Permit Exemptions and Guidelines), 2023”, be read a 3<sup>rd</sup> time, as revised.
4. That “CVRD Bylaw No. 4485 – Zoning Bylaw for the Electoral Areas (Development Permit Exemptions and Guidelines), 2023”, be adopted.

## **BACKGROUND**

On October 11, 2023, the Board adopted the following inter-related electoral area bylaws:

Official Community Plan Amendment Bylaw No. 4424, 2023: *A bylaw to **amend** Bylaw 4270 development permit area guidelines and exemptions and update mapping.*

Official Community Plan Amendment Bylaw No. 4484, 2023: *A bylaw to **remove** the guidelines and exemptions from Bylaw 4270.*

Zoning Amendment Bylaw No. 4485, 2023: *A bylaw to **continue** in force the guidelines and exemptions removed from Bylaw 4270.*

The version of Bylaw No. 4485 adopted by the Board (October 11, 2023) did not include the amendments included in Bylaw No. 4424 and is, therefore, incorrect.

The correct version of Bylaw No. 4485, including all of the amendments included in Bylaw No. 4424, is attached to this staff report. Only the guidelines and exemptions as amended by Bylaw No. 4424 are included in Bylaw No. 4485. There is no new information.

The CVRD Board Chair can exercise authority under s. 217 of the *Local Government Act* and 131 of the *Charter* to bring the vote to adopt Bylaw No. 4485 back for reconsideration at the next Board meeting (November 8, 2023). The Board Chair may place adoption of the Bylaw on the Board's agenda for reconsideration.

On reconsideration, the Bylaw may be revised to include the correct Schedule A. Third reading of the Bylaw must be rescinded in order that the Bylaw can be revised.

No further notice, public hearing or bylaw referrals are required.

#### **FINANCIAL CONSIDERATIONS**

N/A

#### **COMMUNICATIONS CONSIDERATIONS**

Bylaw No. 4485 will be posted on the CVRD website.

#### **STRATEGIC/BUSINESS PLAN CONSIDERATIONS**

6.2) Update and harmonize Electoral Area OCP

Referred to (upon completion):

- Community Services (*Cowichan Community Centre, Cowichan Lake Recreation, South Cowichan Recreation, Arts & Culture, Facilities & Transit*)
- Corporate Services (*Finance, Human Resources, Information Technology, Legislative Services*)
- Operations (*Utilities, Parks & Trails, Recycling & Waste Management*)
- Land Use Services (*Community Planning, Strategic Initiatives, Development Services, Building Inspection & Bylaw Enforcement*)
- Strategic Services (*Communications & Engagement, Economic Development, Emergency Management, Environmental Services*)

Prepared by:



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Reviewed by:



Ann Kjerulf, MCP, RPP, MCIP  
General Manager

Reviewed for form and content and approved for submission to the Board:

Resolution:

Corporate Officer

Financial Considerations:

Chief Financial Officer

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Chief Administrative Officer's Comments / Concurrence



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Danielle Myles Wilson, MPA  
Chief Administrative Officer

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**ATTACHMENTS:**

Attachment A – CVRD Bylaw No. 4485 – Zoning Bylaw for the Electoral Areas (Development Permit Exemptions and Guidelines), 2023 (Amended Version)